

By completing this application and signing the FERPA waiver, I am acknowledging that my information has the possibility to be discussed in the Oklahoma State Board of Education meeting, which is an open meeting. My documentation and application will also be redacted and posted online.

Acknowledged: \_\_\_\_\_

Date: \_\_\_\_\_

# ■ ACE Appeal Form

Any student who has been denied a standard diploma by the school district in which the student is or was enrolled for failing to meet the educational requirements of 70 O.S. § 1210.523 may appeal the denial to the State Board of Education. The petition for appeal must be filed in writing with the Secretary of the Board within thirty (30) days after the denial of a standard diploma, in a manner prescribed by the State Board of Education. For purposes of this section, a diploma will be deemed denied on the official date of the school district's graduation. The parent or guardian of a student under the age of eighteen (18) may file a petition for appeal on behalf of the minor student who has been denied a standard diploma. Any student over the age of eighteen (18) may directly file a petition for appeal with the State Board of Education. The petition for appeal must be signed by the student and/or parent or legal guardian of the student and the school district's Superintendent or the Superintendent's designee verifying the information submitted in the appeal is accurate and correct. A petition for appeal may not be submitted by the school district in which the student was or is enrolled.

## ■ Reporting Person Information

NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_ MAILING ADDRESS \_\_\_\_\_

## ■ Student Information

NAME \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

E-MAIL \_\_\_\_\_ MAILING ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ SCHOOL SITE AND DISTRICT \_\_\_\_\_

DATE STUDENT HAS BEEN DENIED A STANDARD DIPLOMA (GRADUATION DATE) \_\_\_\_\_

**School Districts must assess students at the End of Instruction in English II, English III, Algebra I, Algebra II, Geometry, U.S. History, and Biology. Has the student taken the following classes and EOI(s)?:**

Did the student take English II? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did the student take English III? <input type="checkbox"/> Yes <input type="checkbox"/> No
Did the student take the EOI? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did the student take the EOI? <input type="checkbox"/> Yes <input type="checkbox"/> No
Did the student take Algebra I? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did the student take Algebra II? <input type="checkbox"/> Yes <input type="checkbox"/> No
Did the student take the EOI? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did the student take the EOI? <input type="checkbox"/> Yes <input type="checkbox"/> No
Did the student take Geometry? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did the student take U.S. History? <input type="checkbox"/> Yes <input type="checkbox"/> No
Did the student take the EOI? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did the student take the EOI? <input type="checkbox"/> Yes <input type="checkbox"/> No
Did the student take Biology? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Did the student take the EOI? <input type="checkbox"/> Yes <input type="checkbox"/> No	

*Please list the initial date the student assessed in each subject along with the score.*

**ENGLISH II** \_\_\_\_\_  
DATE/SCORE

**ENGLISH III** \_\_\_\_\_  
DATE/SCORE

**BIOLOGY I** \_\_\_\_\_  
DATE/SCORE

**US HISTORY** \_\_\_\_\_  
DATE/SCORE

**ALGEBRA I** \_\_\_\_\_  
DATE/SCORE

**GEOMETRY** \_\_\_\_\_  
DATE/SCORE

**ALGEBRA II** \_\_\_\_\_  
DATE/SCORE

**School Districts must offer three re-test opportunities per year and remediation for unsuccessful End of Instruction (EOI) attempts. Were all these opportunities offered to the student?  Yes  No**

*Please list the date(s) of all re-test attempts in each subject along with the score(s).*

**ENGLISH II** \_\_\_\_\_  
DATE(S)/SCORE(S)

**ENGLISH III** \_\_\_\_\_  
DATE(S)/SCORE(S)

**BIOLOGY I** \_\_\_\_\_  
DATE(S)/SCORE(S)

**US HISTORY** \_\_\_\_\_  
DATE(S)/SCORE(S)

**ALGEBRA I** \_\_\_\_\_  
DATE(S)/SCORE(S)

**GEOMETRY** \_\_\_\_\_  
DATE(S)/SCORE(S)

**ALGEBRA II** \_\_\_\_\_  
DATE(S)/SCORE(S)

**Did the student participate in all remediation?  Yes  No**

*List all remedial activity(ies), class(es) and date(s) that the student participated in by subject for unsuccessful EOI attempts.*

**ENGLISH II** \_\_\_\_\_  
ACTIVITY(IES)/CLASS(ES)/DATE(S)

**ENGLISH III** \_\_\_\_\_  
ACTIVITY(IES)/CLASS(ES)/DATE(S)

**BIOLOGY I** \_\_\_\_\_  
ACTIVITY(IES)/CLASS(ES)/DATE(S)

**US HISTORY** \_\_\_\_\_  
ACTIVITY(IES)/CLASS(ES)/DATE(S)

**ALGEBRA I** \_\_\_\_\_  
ACTIVITY(IES)/CLASS(ES)/DATE(S)

**GEOMETRY** \_\_\_\_\_  
ACTIVITY(IES)/CLASS(ES)/DATE(S)

**ALGEBRA II** \_\_\_\_\_  
ACTIVITY(IES)/CLASS(ES)/DATE(S)

**Was the student made aware of the State Board of Education alternate assessments available for them to attempt?**  
(Ex: ACT, WorkKeys, Plan, etc. Please refer <http://ok.gov/sde/sites/ok.gov/sde/files/ACE-EOIAltTests.pdf> for a complete list of alternative tests and cut scores by subject.)  Yes  No

**Have any of the alternate assessments been attempted?  Yes  No**

*Please list the assessment name, date(s), and score(s).*

ASSESSMENT NAME/DATE(S)/SCORE(S)

ASSESSMENT NAME/DATE(S)/SCORE(S)

ASSESSMENT NAME/DATE(S)/SCORE(S)

ASSESSMENT NAME/DATE(S)/SCORE(S)

**School Districts must offer the student State Board approved End of Course Project(s).  
Were these offered to the student?  Yes  No**

**Have any of the End of Course Projects been attempted?  Yes  No**

*Please list the subject, date(s) and score(s).*

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SUBJECT/DATE(S)/SCORE(S)

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SUBJECT/DATE(S)/SCORE(S)

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SUBJECT/DATE(S)/SCORE(S)

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SUBJECT/DATE(S)/SCORE(S)

**Has the student been unconditionally accepted to a college or university?  Yes  No**  
Documentation of correspondence from the college is required.

**Is the basis of the student appeal an Extenuating Circumstance?  Yes  No**  
Sufficient Evidence of an Extenuating Circumstance means evidence of circumstances which are unexpected, significantly disruptive, beyond a student's control, and which may have reasonably affected his/her academic performance.

**Is the basis of the student appeal Evidence of Mastery of State Content Standards?  Yes  No**  
Sufficient Evidence of Mastery of State Content Standards means evidence other than completion of course.

**Is any other factor the basis of your appeal?  Yes  No**

**Please attach a separate document explaining in detail the rationale behind the appeal and all supporting documentation that all approved methods have been attempted.**

**I agree that all of the information is accurate and true to the best of my knowledge.**

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SIGNATURE

DATE

**■ Superintendent or the Superintendent's Designee**

**We have attached the ACE Cumulative Record and verify that the information included in the appeal accurately represents the record of the school.**

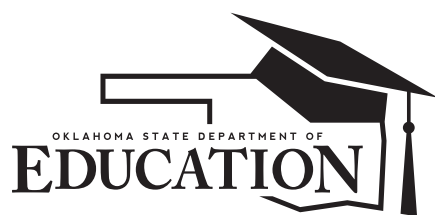
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SIGNATURE

DATE

**Student has met all curricular requirements?  Yes  No**

**If you disagree with the student's request for an appeal, please attach all rebuttal evidence.**



**Please mail this completed form along with your documentation page(s) to:**  
Oklahoma State Department of Education  
ATTN: Connie Holland  
Secretary of the Oklahoma State Board of Education  
2500 N. Lincoln Blvd, OKC, OK 73105

**Please address questions to:**  
Melissa White, Executive Director of Counseling/ACE  
(405)521-3549 or [Melissa.White@sde.ok.gov](mailto:Melissa.White@sde.ok.gov)

## ■ FERPA Waiver

The Family Educational Rights and Privacy Act (FERPA) of 1974, is a federal law that establishes the rights of students with regard to education records, and ensures students and families of the right to privacy and confidentiality with respect to those records. This form is provided as a means for students, parents and/or guardians to give the **Oklahoma State Department of Education** and **Oklahoma State Board of Education** permission to discuss and/or disclose the academic records of the student, including any and all IEP information and data, with someone other than themselves (i.e., with a parent, guardian, etc.). This authorization would allow the student's academic record and needs to be discussed or considered during State Department of Education meetings that may be open to the public to the extent necessary to provide the student or family with academic services requested by the student, parent or guardian.

### Parent/Student's Authorization to Release Information

In signing this waiver, I, \_\_\_\_\_,  
parent or guardian of student, \_\_\_\_\_,  
Oklahoma Testing ID# \_\_\_\_\_, grant access of all my academic records to the  
Oklahoma State Department of Education and/or Oklahoma State Board of Education for the purposes  
of discussion and consideration in meetings open to the public with regard to the student's educational  
needs and services.

\_\_\_\_\_  
STUDENT NAME

\_\_\_\_\_  
DATE OF BIRTH

\_\_\_\_\_  
STUDENT TESTING ID NUMBER

\_\_\_\_\_  
PARENT OR GUARDIAN SIGNATURE /AUTHORIZATION

\_\_\_\_\_  
RELATIONSHIP TO STUDENT

\_\_\_\_\_  
STUDENT SIGNATURE/AUTHORIZATION

